West Virginia Board of Examiners in Counseling  
Meeting Minutes  
October 24, 2014

The WV Board of Examiners in Counseling held a formal board meeting on October 24, 2014. The meeting was called to order at 9:45 AM.

Board Members  
Present:  
Debbie Frost, Chair, LPC  
Dr. Christine Schimmel, Secretary, LPC  
Dr. Lori Ellison, LPC  
Dr. Marilyn Cassis, LMFT, LPC  
Beth Wright-Bragg, LPC  
Guy Gage, LPC

Others Present:  
Jean Ann Johnson, Executive Director  
Roxanne Clay, Program Director

Quorum Established:  
A quorum was established.

Travel:  
Board members completed travel forms.

Schedule 2015 Meetings:  
The Board established preliminary meetings for 2015 for the following dates:  
February 6  
April 17  
June 5  
August 21  
October 16

New Member Welcome:  
The Board welcomed new board member, Guy Gage, for the unexpired term ending June 30, 2014 (this date is not a typo). He is a licensed professional counselor who succeeds Robert Mays who passed away.

Approval of Minutes:  
A motion was made to accept July 30, 2014 minutes. M/S/P (Wright-Bragg/Gage)  
A motion was made to accept August 22, 2014 minutes. M/S/P (Cassis/Wright-Bragg)
Guest Comment Period: MFT Applicant requested to speak to the Board concerning the granting of supervision hours from her previous experience in California.

Enter Executive Session: Entered executive session at 10:30 to discuss applicant concern regarding hours.

Exit Executive Session: Exited executive session. 11:15

Executive Session Summary: The Board is requesting information on the applicant’s program accreditation and information from the applicant’s California post-graduate internship. M/S/P (Wright-Bragg/Cassis)

ED Report: Current balance as of Oct. 23, 2014 is $117,769.44

Data Bank Inquiries – will be made on all reciprocity applications. M/S/P (Schimmel/Frost)

PCard Review: Roxanne Clay has been added as P Card Coordinator. P Card activity was reviewed for both Jean Ann Johnson and Roxanne Clay for April, May, June, July and August 2014. M/S/P: (Schimmel/Ellison)

Credentialing: The credentialing committee recommended the following persons for licensure: (M/S/P): (Frost/Wright-Bragg)
Julie Kudo Smith
Travis Earl Alt
Lisa Ann Walters
Eva Michelle Becker
Sara E.H. Frost
Sarah V. Jordan
Tiffani Dale
Charles Douglas Prince
Goldie J. Gwinn

Upcoming Hearing: ED met with AG Rep to go over file. Both attorneys are in process of reviewing files and moving towards a hearing. The hearing is set for November 5, 2014.

2015 Rule Compliance: By June 30, 2015 all LPCs are required to meet the new “60 hour” MA rule. Most LPCs will be in compliance if they have maintained their renewal hours every two years. The ED and the PD will begin (after Jan. 1) to review all
files to insure that every LPC will come into compliance. A discussion was held concerning what to do with those that fail to come into compliance. The idea was presented that each of those LPCs would be required to present, in writing, a plan to come into compliance. It was recommended that LPCs have this plan in place by January 1, 2015. This issue will be revisited at the January 2015 meeting.

**NBCC State Boards Meeting:** Roxanne Clay and Deb Frost attended the NBCC State Boards Meeting in August, 2014. They report that the meeting was well worth attending; many common issues between state boards were discussed. Much networking with surrounding states was done. Issues such as reciprocity and distance counseling were prominent. It appears that other states have reciprocity issues. This Board is going to keep this dialog open and possible adopt a new directive for endorsement. One of the most important issues discussed was the movement of NBCC towards requiring certification candidates to be graduates of CACREP programs. Given that currently, Marshall University is not CACREP accredited, it was discussed that MU should consider moving towards CACREP accreditation. WVU is currently accredited by CACREP. Based on this discussion, the Board is going to keep the dialog open on this topic.

**Update on Annual Auditor’s Conference:** Roxanne Clay discussed her recent trip to attend the WV State Annual Auditor’s conference held September 16-19, 2014. Currently the Board can process travel and a variety of other functions; however, bi-monthly pay schedule has been delayed. The Board has decided to continue to have payroll clerk at Finance Administration pay the employees. Overall, OASIS is a better, easier system; it just takes time to learn the system. At some point, travel reimbursement will be done direct deposit. Board members were given forms to complete for the direct deposit of travel.

**Code Changes in 30-1-7a:** We are members of the state licensing board association and we frequently are updated on legislative changes, however, recent changes to this code were not make apparent to this Board or very many other Boards. On July
1, 2017, a new rule goes into effect that each LPC will complete 2 hours of continuing education in each renewal cycle on mental health conditions common to veterans and family members of veterans. The requirement begins in the 2017-2019 renewal cycle. A discussion ensued regarding what types of continuing education will be accepted to fulfill the requirement. The discussion focused on requiring the continuing education to be “specific to veterans and family members of veterans.” The Board has a goal of sending clarifying information out to all LPCs when we send out renewal information for the 2015 renewal cycle. It was noted that the LMFT were inadvertently omitted from this legislation, however, the board will establish the same CE requirement for the LMFT.

**BNI Discussion:**

The board considered a request from an LPC to issue an opinion on an LPC joining a BNI network. The Board did not feel that BNI membership created an ethical issue for the LPC.

**Supervisor Disciplinary Action:**

Tabled discussion.

**Fees:**

Jean Ann Johnson is adjusting her work hours to 20 hour a work week in order to open up some hours for a position at the Board. However, this combined with additional projected costs that the board will incur over the coming months (including hearing fees) may require a fee increase. One item under consideration is raising the fee for reciprocity application. Another item under consideration may be changing the renewal cycle for the provisional license from 3 years to every 1 year with an associated fee. This discussion will be continued at the next Board meeting.

**Meeting Adjourned:**

The meeting was adjourned at M/S/P: (Schimmel/Wright-Bragg)

Respectfully Submitted,

Dr. Christine Schimmel, Secretary, LPC